

NOTICE OF SPECIAL MEETING

MASS TRANSIT DEPARTMENT BOARD TUESDAY, NOVEMBER 04, 2003

A Special Meeting of the Mass Transit Department Board will be held on Tuesday, November 04, 2003 at 10:00 a.m. or immediately following the Mayor's Proclamations, whichever comes first, for the City Council Meeting in City Council Chambers, Second Floor, City Hall.

Special Mass Transit Department Board Meeting, Council Chambers, Monday, November 03, 2003 at 8:45 a.m.; and Legislative Review Committee Meeting of the Whole, Council Chambers, Monday, November 03, 2003 at 9:00 a.m.

AGENDA

1. Discussion and action to award the following:

If the apparent low bidder is disqualified for any reason, the Mass Transit Department Board reserves the right to exercise any option legally available under the law by awarding the bid to the next lowest responsive and responsible bidder even though the bidder is not named on this agenda.

a. IFB No.:	2003-159R	Exterior Bus & Union Plaza Kiosk Advertising Services
Award to:		Templeton Marketing Services, Inc.
		6509 Mojave Ct. NW
		Albuquerque, NM 87120
Amount:		Revenue Contract
Department:		Mass Transit (Sun Metro)
Total Award:		Revenue Contract
District(s):		All
Action:		03-80

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "Templeton Marketing Services, Inc.", this company offered the best proposal, from responsible offerors.

"Templeton Marketing Services, Inc." has submitted a guarantee Schedule to Sun Metro with an annual income or the commission rate whichever is greater. This Contract is a revenue-generating Contract as detailed in the back up.

Additionally it is requested that Staff be authorized to negotiate, City Attorney to review and the Chairman of Mass Transit to execute any related contract documents.

This is a three (3) year contract with two (2) one-year options.

THIS IS A REVENUE CONTRACT

POSTPONED FROM 10/28/03

b. IFB NO: 2003-180 Dedicated CNG, 35 Foot Low Floor Bus
Award to: New Flyer of America, Inc.
 Winnipeg, Manitoba, Canada
Item(s): 1
Amount: \$6,191,298.00
Department: Mass Transit (Sun Metro)
Funds Available: 600011-508006; 60600011-508055 and 60600001-508055
Funding Source: Mass Transit Federal Grants and City Match (17%)
Total Award: \$6,191,298.00
Action: 03-81

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "New Flyer of America, Inc.", this company is the lowest responsive [by definition, meeting specifications] offer, from responsible offerors.

This is a fixed-price, single [one-time] purchase, to purchase eighteen- (18) Dedicated CNG, 35 Ft. Low Floor Buses. Vendor offers the City the option to purchase extra Buses at the same price if option exercised within ninety- (90) days, from date of award.

2. Request approval for the Director of Purchasing to exercise the City's option under Contract No. 2003-180 between the City of El Paso and New Flyer of America, Inc. to purchase seven [7] additional Buses, at the same terms and conditions.

Department: Mass Transit Department
Funds available: 60600001-508055
Funding source: Mass Transit Federal Grant and City Match (17%)
Total amount: \$2,407,727.00 [total amount]
District(s): All
Action: 03-82

3. Discussion with the Director on the following:

a. 2003 Mobility Planning Services Institute

4. The Mass Transit Department Board will retire into Executive Session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Sections 551.071 - 551.076 to discuss and take action on any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Council may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.)

Section 551.071 CONSULTATION WITH ATTORNEY
Section 551.072 DELIBERATION REGARDING REAL PROPERTY
Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074 PERSONNEL MATTERS
Section 551.076 DELIBERATION REGARDING SECURITY DEVICES

SPECIAL MASS TRANSIT BOARD MEETING

NOVEMBER 04, 2003

PAGE 3

Sign Language interpreters will be provided for this meeting.
Copies of this Agenda will be provided in Braille, large print, or audiotape upon request. Request must be made a minimum of 48 hours prior to the date and time of the meeting. Hearing Assistance Devices are available upon request.

POSTED THIS 31st DAY OF OCTOBER, 2003 AT _____ A.M./P.M.

BY: _____

(For additional information, contact Ruth Parra at 533-1220)

**MASS TRANSIT AGENDAS ARE PLACED ON THE INTERNET EVERY
FRIDAY AT THE FOLLOWING ADDRESS:**

<http://www.ci.el-paso.tx.us>

EL PASO MASS TRANSIT DEPARTMENT

TRANSIT BOARD ACTION



DATE SPECIAL MEETING 11/04/03	REFERENCE NO. 03-80	SUBJECT: IFB#2003-159R Exterior Bus & Union Plaza Kiosk Advertising Services	ITEM NO. 1 a
-------------------------------------	------------------------	--	-----------------

BACKGROUND

On the agenda today is the award for IFB#2003-159R Bus & Union Plaza Kiosk Advertising Services. There were 16 bids solicited (8 local) and 5 bids were received. Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "Templeton Marketing Services, Inc.", this company offered the best proposal, from responsible offerors.

"Templeton Marketing Services, Inc." has submitted a guarantee Schedule to Sun Metro with an annual income or the commission rate whichever is greater. This Contract is a revenue-generating Contract as detailed in the back up.

Additionally it is requested that Staff be authorized to negotiate, City Attorney to review and the Chairman of Mass Transit to execute any related contract documents.

This is a three (3) year contract with two (2) one-year options.

THIS IS A REVENUE CONTRACT

THIS ITEM WAS POSTPONED FROM THE 10/28/03 MEETING

RECOMMENDATION

It is therefore recommended that the Mass Transit Board authorize the Purchasing Director to award IFB#2003-159R Exterior Bus & Union Plaza Kiosk Advertising Services.

DISPOSITION BY TRANSIT BOARD: APPROVED	SECRETARY
OTHER (DESCRIBE)	
SUBMITTED BY:	DATE:

DATE: October 21, 2003

TO: Mass Transit Board Secretary

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Please place the following item on the **MASS TRANSIT BOARD MEETING** agenda for the Meeting of **OCTOBER 28, 2003.**

Item should read as follows:

IFB No.: 2003-159R Exterior Bus & Union Plaza Kiosk Advertising Services
Award to: Templeton Marketing Services, Inc.
6509 Mojave Ct. NW
Albuquerque, NM 87120
Amount: Revenue Contract

Department: Mass Transit (Sun Metro)
Total Award: Revenue Contract
District(s): All

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "Templeton Marketing Services, Inc.", this company offered the best proposal, from responsible offerors.

"Templeton Marketing Services, Inc." has submitted a guarantee Schedule to Sun Metro with an annual income or the commission rate whichever is greater. This Contract is a revenue-generating Contract as detailed in the back up.

Additionally it is requested that Staff be authorized to negotiate, City Attorney to review and the Chairman of Mass Transit to execute any related contract documents.

This is a three (3) year contract with two (2) one-year options.

THIS IS A REVENUE CONTRACT

Contact person: Frank Velo, Procurement Analyst, (915) 541-4320.

AGENDA FOR: OCTOBER 28, 2003

MASS TRANSIT [SUN METRO] PROJECT FORM

DATE: OCTOBER 21, 2003

RFP#: 2003-159R
PROJECT: EXTERIOR BUS & UNION PLAZA KIOSK ADVERTISING SERVICES
DEPARTMENT: MASS TRANSIT [SUN METRO]
REVENUE CONTRACT

RECOMMENDATION: TEMPLETON MARKETING SERVICES, INC
6509 Mojave Ct NW
Albuquerque, NM 87120

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "Templeton Marketing Services, Inc.", this company offered the best proposal, from responsible offerors.

"Templeton Marketing Services, Inc." has submitted a guarantee Schedule to Sun Metro with an annual income or the commission rate whichever is greater. This Contract is a revenue-generating Contract as detailed in the back up.

Additionally it is requested that Staff be authorized to negotiate, City Attorney to review and the Chairman of Mass Transit to execute any related contract documents.

This is a three [3] year contract with two [2] one-year options.

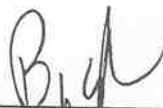
THIS IS A REVENUE CONTRACT

RFP SOLICITED	<u>16</u>
RFP LOCALS	<u>08</u>
BIDS RECEIVED	<u>05</u>
NO BIDS	<u>00</u>

MASS TRANSIT: APPROVED _____ REJECTED _____ BOARD SECRETARY _____

APPROVED:

BOARD MEETING OF: OCTOBER 28, 2003



BYRON E. JOHNSON
DIRECTOR OF PURCHASING

Executive Summary

Templeton Marketing Services, Inc. is a private, for-profit marketing firm with offices at 6509 Mojave Court NW, Albuquerque, NM 87120. Since its founding ten years ago, the company has been the advertising contractor for the Albuquerque Transit Department, and mobile advertising has been its major specialty. We have also managed promotional campaigns, which involve the creation and placement of radio, television, and print advertising, and we publish two monthly newspapers. The company has no debt, its finances are sound, and it has never missed a publication or bus-display deadline.

Upon award of contract, we shall immediately make preparations to open an El Paso office. We shall also sub contract with an established local business, Li-Neon for installation and removal of advertising on Sun Metro's busses.

Our location in Albuquerque and our experience with transit advertising in New Mexico makes us a natural fit to the needs of Sun Metro as it embarks on a new transit advertising program. Our proposal includes a detailed plan for initiating this new program and bringing it rapidly up to speed. The Table below shows our best estimate of the revenue that will be generated over the first five years of this program. Our proposal shows in detail how we arrived at these estimates. We expect that the advertising program we are proposing will net the City of El Paso near \$1 million over the first five years.

Estimated Revenue for the First Five Years of the Sun Metro Advertising Program

	First Five Years of Contract					Five-year Total
	Year 1	Year 2	Year 3	Year 4	Year 5	
Total Revenue	\$137,880	\$285,850	\$361,470	\$417,124	\$458,717	\$1,661,041
Percentage to City	50%	50%	50%	53%	53%	51%
Minimum Guarantee	\$50,000	\$100,000	\$125,000	\$150,000	\$165,000	\$590,000
Payment to City	\$68,940	\$142,925	\$180,735	\$221,075	\$243,120	\$856,796

Sun Metro Summary of Evaluations For Exterior Bus and Union Plaza Kiosk Advertising Services - 2003-159R					
Proposer	A	B	C	D	Total
Templeton Marketing Services, Inc.	45.0	25.0	12.5	10.0	92.5
AGI-ACME Graphix	43.8	18.8	11.3	7.5	81.3
Publirex El Paso	40.0	18.8	6.8	5.0	70.5
Xtreme Media	32.5	16.3	6.3	5.0	60.0
Southwest Bench Advertising	2.5	1.3	0	0.5	4.3

- # A Guaranteed Revenue 50 points- possible 200 total
B Experience and Qualifications of Firm 25 points- possible 100 total
C Marketing Plan 15 points- possible 60 total
D Staffing and Project Organization 10 points- possible 40 total

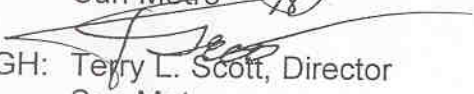
*ratings were calculated by taking the total number of points received and taking the averages



DATE: 10/2/03

TO: Frank V. Velo, Procurement Analyst

FROM: Paul Stresow, Planning/Program Manager
Sun Metro

THROUGH:  Terry L. Scott, Director
Sun Metro

SUBJECT: Solicitation 2003-159R, Exterior Bus and Union Plaza Kiosk Advertising Services, Sun Metro

After reviewing the proposals received and reviewing the recommendations of the Evaluation Committee, Sun Metro is satisfied with the company selected and recommends that we accept:

Award to Templeton Marketing Services: Item 1- Exterior Bus and Union Plaza Kiosks Advertising Services contract. Based on overall ranking by the Evaluation Committee. Templeton Marketing Services scored the highest overall in comparison to the other companies bidding.

This company has met Sun Metro's specifications and should be awarded the contract as the most responsive bidder for the exterior bus and union plaza kiosk advertising contract.

C: Stuart Ed, Asst. Director

**Sun Metro Exterior Bus
and Union Plaza Kiosk Advertising Services
Justification of Rankings**

1. Templeton Marketing Services, Inc. - **92.5 rating**
 - Templeton received the highest overall rating of all the proposals received at 92.5 total score out of 100 possible points.
 - Offers Sun Metro **50%** of gross revenues as a minimum. No other proposal offered higher.
 - The minimum annual guarantee offered for the three year period was **\$275,000**, which was higher than the next closest competitor. Templeton was rated the highest of all competitors in the category of guaranteed revenue.
 - Templeton has **10 years of transit advertising experience**, which was the highest of any of the proposals and received the highest ranking.
 - Templeton has excellent references from the City of Albuquerque and Santa Fe.
 - Templeton has successfully implemented transit advertising in areas where it was non-existent. Examples are: Albuquerque and Santa Fe, New Mexico.
 - Three out of the four raters gave Templeton a perfect score for its marketing plan. Marketing plan was rated as strong.
 - Templeton received the highest points allowed for its staffing and project organization.

2. AGI- ACME Graphix- **81.3**
 - Received the second highest rating at 81.3.
 - Offers Sun Metro a 50% of gross revenues as a minimum, however annual minimum guarantee for 3 years was lower than highest rated proposal.
 - Five years of transit experience was lower than three proposals.
 - No direct public mass transit advertising experience.
 - Marketing plan was rated as fair.
 - Proposal did not contain a rate card as specified in RFP guidelines.

3. Publirex – El Paso- **70.5**
 - Received third highest rating at 70.5.
 - Strong point- Publirex has 7 years of directly related mass transit advertising experience.
 - Overall minimum guarantee of 35 % of gross advertising revenues was lower than the highest rated proposal.
 - Three year minimal guarantee of \$390,000 was highest among all proposals for straight guarantee.

4. Xtreme Media- 60

- Received the fourth highest rating at 60.
- Revenue guarantee of 35 % minimum of gross advertising revenues was lower than the highest rated proposals.
- Eight years of directly related mass transit advertising experience was a strong point.
- Weak marketing plan, staffing and project organization.

5. Southwest Bench Advertising- 4.3

- Received lowest rating of all proposals at 4.3.
- Did not follow RFP guidelines.
- Provided the lowest guaranteed revenue of all proposals at 16 % of gross revenues or \$ 6,000 minimum straight annual guarantee.
- Did not provide a marketing plan.
- Did not provide organizational chart.

Exterior Bus Advertising Revenues per Equivalent size Transit Properties

The T

Ft. Worth, TX

Contractor- **Viacom**

5 year contract

Number of buses- **178**

Number of buses available for advertising- **170**

MSA Population - **1.6 million**

Pop. **531,000**

Annual Ridership- **5 million**

Gross Revenues 2003- **\$ 700,000***

* The T anticipates receiving somewhere below **\$ 300,000** for last year (2003-2004) of contract due to economic conditions and requests for lower payment by contractor.

RTA

Dayton, Ohio

Contractor- Advertising sales done in-house. Wraps provided by **USA Image**

Technologies

Number of buses-**244**

Number of buses available for advertising- **170**

MSA Population - **950,558**

Pop. Montgomery County over 18 **346,000**

Pop. **565,866**

Annual Ridership- **11.7 million**

Gross Revenues 2003- **approx. \$ 300,000**

* Pre -9/11 revenues were around **\$ 345,000**

City of Albuquerque Transit Department

Albuquerque, NM

Contractor- Templeton Marketing Services

Population- **497,120**

MSA Population- **737,324**

Number of buses- **126**

Number of buses available for advertising- **83**

Annual Ridership-

Gross Revenues 2002- **\$ 152,103**

Gross Revenues 2001- **\$ 216,565**

Gross Revenues 2000- **\$ 248,495**

CITY OF EL PASO CITY BID TABULATION

RFP ITEM:	EXTERIOR BUS & UNION PLAZA KIOSK ADVERTISING SERVICES	RFP:	2003-159R
RFP DATE:	MAY 28, 2003	DEPARTMENT:	SUN METRO
	AGI - ACME GRAPHIX		EL PASO, TX
	PUBLIREX EL PASO		CIUDAD JUAREZ, CHIH./EL PASO, TX
	SOUTHWEST BENCH ADVERTISING		EL PASO, TX
	TEMPLETON MARKETING SERVICES, INC.		ALBUQUERQUE, NM
	XTREME MEDIA		EL PASO, TX
RFP SOLICITED:	16		
RFP RECEIVED:	5		
RFP LOCAL:	8		
NO BIDS:	0		

APPROVED BY:

DATE:

ACME GRAPHIX/AGI MOBILE BILLBOARDS
ATTN: JIM SINGELYN
11237 PELLICANO STE. N
EL PASO, TX 79935

VISTA MEDIA
ATTN: BRAD STATEN
1095 N. VAN NESS STE. 203
FRESNO, CA 93728

TEMPLETON MARKETING SERVICES
ATTN: DON TEMPLETON
6509 MOJAVE CT. NW
ALBUQUERQUE, NM 87120

OUTDOOR VISION
ATTN: SARAH
13181 CROSSROADS PARKWAY N. STE.
240
CITY OF INDUSTRY, CA 91746

TRANSITPRODUCTIONS
ATTN: TIM BEACH
4837 CHARLTON LANE
CHARLOTTE, NC 28210

VIACOM OUTDOOR
ATTN: MARIA KONDOW
300 NORTH ZARAGOSA SPACE B
EL PASO, TX 79907

BILLBUS
ATTN: ADRIAN RASCON
P.O. BOX 27226
EL PASO, TX 79926

BOB VALLES & ASSOCIATES
ATTN: BOB VALLES
122 COLORADO, STE. 307
AUSTIN, TX 78701

OBIE MEDIA CORPORATION
ATTN: LISA HARTWICK
4211 W. 11TH AVE.
EUGENE, OR 97402

PUBLIREX
ATTN: MANUEL TALAVERA
4210 RIO BRAVO STE. 301
EL PASO, TX 79902

ATTN: MARTIN RAMOS SR.
PUBLIMART ADVERTISING
7305 DESIERTO MAIZ COURT
EL PASO, TX 79912

POSNER ADVERTISING
ATTN: MICHAEL DELGORIO
30 BROAD ST.
NEW YORK, NY 10004

ATTN: JAMIE JETT WALKER
JETTWALKER, INC.
924 PARK AVENUE, SW, SUITE 9
ALBUQUERQUE, NM 87102

ATTN: JANIS ROBERTSON-PAUL
LARA & ROBERTSON CREATIVE, INC.
800 E. WYOMING, SUITE B
EL PASO, TEXAS 79902

ATTN: BILL WALLACE
CLEAR CHANNEL OUTDOOR
2305 SPARKMAN ST.
EL PASO, TX 79903

SOUTHWEST ADVERTISING
10100 N. DYER
EL PASO, TX 79924

BID INFORMATION SERVICE (ALL BIDS ARE ADVERTISED)

**BID NET PROCESSING CENTER
P.O. BOX 5600
ALBANY, NEW YORK 12205**

**GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TEXAS 79901**

**EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TEXAS 79903**

**EL PASO TIMES NEWSPAPER
CLASSIFIED/LEGAL SECTION
PO BOX 20
EL PASO, TEXAS 79999**

**CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TEXAS 79902**

**SAM'S CLUB
7970 NORTH MESA
EL PASO, TEXAS 79932**

**SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TEXAS 79923**

**COMMERCE BUSINESS WEEKLY
2626 NORTHEAST #103
EL PASO, TEXAS 79902**

**BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TEXAS 79901**



EL PASO MASS TRANSIT DEPARTMENT

TRANSIT BOARD ACTION

DATE SPECIAL MEETING 11/04/03	REFERENCE NO. 03-81	SUBJECT: IFB#2003-180 Dedicated CNG, 35 Foot Low Floor Bus	ITEM NO. 1b
-------------------------------------	------------------------	--	----------------

BACKGROUND

On the agenda today is the award for IFB#2003-180 Dedicated CNG, 35 Foot Low Floor Bus. There were 27 bids solicited (2 local) and 2 bids were received. Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "New Flyer of America, Inc.", this company is the lowest responsive [by definition, meeting specifications] offer, from responsible offerors.

This is a fixed-price, single [one-time] purchase, to purchase eighteen- (18) Dedicated CNG, 35 Ft. Low Floor Buses. Vendor offers the City the option to purchase extra Buses at the same price if option exercised within ninety- (90) days, from date of award.

RECOMMENDATION

It is therefore recommended that the Mass Transit Board authorize the Purchasing Director to award IFB#2003-180 Dedicated CNG, 35 Foot Low Floor Bus for a total recommended award of \$6,191,298.00

DISPOSITION BY TRANSIT BOARD: APPROVED	SECRETARY
OTHER (DESCRIBE)	
SUBMITTED BY:	DATE:

DATE: October 22, 2003

TO: Mass Transit Board Secretary

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Byrd

Please place the following item on the **MASS TRANIST BOARD MEETING** agenda for the Meeting of November 04, 2003

Item should read as follows:

IFB or:	2003-180	Dedicated CNG, 35 Foot Low Floor Bus
Award to:	New Flyer of America, Inc.	
	Winnipeg, Manitoba, Canada	
Item(s):	1	
Amount:	\$6,191,298.00	
Department:	Mass Transit (Sun Metro)	
Funds Available:	600011-508006; 60600011-508055 and 60600001-508055	
Funding Source:	Mass Transit Federal Grants and City Match (17%)	
Total Award:	\$6,191,298.00	

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "New Flyer of America, Inc.", this company is the lowest responsive [by definition, meeting specifications] offer, from responsible offerors.

This is a fixed-price, single [one-time] purchase, to purchase eighteen- (18) Dedicated CNG, 35 Ft. Low Floor Buses. Vendor offers the City the option to purchase extra Buses at the same price if option exercised within ninety- (90) days, from date of award.

Contact person: Frank Velo, Procurement Analyst, (915) 541-4320.

AGENDA FOR: _____

MASS TRANSIT [SUN METRO] PROJECT FORM

DATE: October 22, 2003

IFB#: 2003-180
PROJECT: DEDICATED CNG, 35 FT. LOW FLOOR BUS
DEPARTMENT: MASS TRANSIT [SUN METRO]
BUDGET#: 600011-508006; 60600011-508055 & 60600001-508055
FUNDING SOURCE: MASS TRANSIT FEDERAL GRANTS & CITY MATCH [17%]

RECOMMENDATION: VENDOR: NEW FLYER OF AMERICA, INC.
WINNIPEG, MANITOBA, CANADA
ITEM #1
AMOUNT: \$6,191,298.00

Purchasing and the Mass Transit [Sun Metro] Departments recommend award as indicated, to "New Flyer of America, Inc.", this company is the lowest responsive [by definition, meeting specifications] offer, from responsible offerors.

This is a fixed-price, single [one-time] purchase, to purchase eighteen [18] Dedicated CNG, 35 Ft. Low Floor Buses. Vendor offers the City the option to purchase extra Buses at the same price if option exercised within ninety [90] days, from date of award.

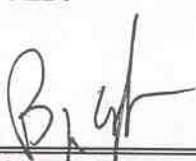
BIDS SOLICITED 27
BIDS LOCALS 02
BIDS RECEIVED 02
NO BIDS 04

TOTAL RECOMMENDED AWARD \$6,191,298.00

MASS TRANSIT: APPROVED _____ REJECTED _____ BOARD SECRETARY _____

APPROVED:

BOARD MEETING OF: OCTOBER 28, 2003



BYRON E. JOHNSON
DIRECTOR OF PURCHASING

2003-180 [3:31 PM]10/22/2003



DATE: 10-21-03

TO: Frank V. Velo, Procurement Analyst

FROM: Terry L. Scott, Director
Sun Metro

THROUGH: Stuart Ed, Asst. Director
Sun Metro
Raul Perez Jr., Maintenance Manager
Sun Metro

SUBJECT: Solicitation 2003-180, Alternative Fuel, Low Floor, 35 ft. buses, Sun Metro

Sun Metro opened Bid 2003-180 on September 10, 2003. As New Flyer is the most responsive bidder (built within 240 days as specified in the bid), Sun Metro is recommending the award of 18 buses to New Flyer and to exercise the option to purchase 7 additional buses. The purchase of a total of 25 new buses at \$343,961 each equals a bid award totaling \$8,599,025.

Criteria used to select vendor was; met buy America requirements as specified in Federal Transit Administration CFR 49, which states that 60% of all rolling stock will be made of domestic components, is a dedicated Compressed Natural Gas powered engine and meet all Americans with Disabilities Act requirements.

Funds to pay for buses will come from:

TX 03-0172 G600415 Fund 11633 in the amount of \$2,140,416.58.

TX 03-0208 G600445 Fund 11647 in the amount of \$1,177,345.00.

TX 03-0220 G600448 Fund 11650 in the amount of \$1,182,044.00.

TX 03-0227 G600449 Fund 11651 in the amount of \$1,193,151.00.

TX 03-0183 G600344 Fund 11608 in the amount of \$198,387.93

TX 90-X324 G600338 Fund 11602 in the amount of \$39,354.49

FY 2002-2003 Section 5309 Funding in the amount of \$2,668,326.00 (Pre-award authority, grant pending approval)

Req. 2004002995

Fund: 60600011

Account: 508006 & 508055

In the amount of \$5,607,453.42

Req. 2004003259

Fund: 60600001 40345

Account 508055

In the amount of \$2,668,326.00.

Req. 2004003609

Fund: 60600001

Account 508055

In the amount of \$323,245.58.

Total amount of Requisitions is \$8,599,025.

If you have any question call me at 534-5870.



U.S. Department
of Transportation
Federal Transit
Administration

REGION VI
Arkansas, Louisiana,
New Mexico, Oklahoma,
Texas

819 Taylor St. Suite 8A36
Fort Worth, TX 76102
817-878-0550
817-878-0575 (fax)

October 22, 2003

Mr. Terry Lee Scott
Director
Sun Metro
700 A San Francisco
El Paso, TX 79901-1060

Re: Pre-Award Authority under Federal Transit
Administration (FTA) Regulations

Dear Mr. Scott:

In response to Stuart Ed's request for clarification of Pre-Award Authority under FTA regulations the following is provided:

The March 12, 2003 Federal Register contains the FTA Fiscal Year 2003 Apportionments, Allocations and Program Information; Notice. The 2003 DOT appropriations bill was signed into law on February 20, 2003. Section XVI. Automatic Pre-Award Authority to Incur Project Costs "FTA provides blanket or automatic pre-award authority to cover certain program areas described below....Pre-award authority also applies to Capital Investment Bus and Bus-Related projects, the date that costs may be incurred is the date that the appropriation bill in which they are contained is enacted." (February 20, 2003) The following projects are listed under ...Bus and Bus-Related Allocations:

2003	El Paso bus projects	\$1,475,518
2002	El Paso buses	\$ 495,015
2002	Sun Metro buses and bus facilities	<u>\$ 495,015</u>
Total		\$2,465,548

Please note that pre-award authority is not a legal or moral commitment that the project(s) will be approved for FTA assistance or that FTA will obligate Federal funds. Furthermore, it is not a legal or moral commitment that all items undertaken by the applicant will be eligible for inclusion in the project(s). Also, FTA statutory, procedural and contractual requirements must be met. Additional guidance is contained in the Federal Register.

2

I hope this clarifies the applicability of pre-award authority. If you have any questions please call me or John Sweek at 817-978-0550.


Sincerely,

A handwritten signature in black ink, appearing to read "Robert C. Patrick", written over a horizontal line.

Robert C. Patrick
Regional Administrator

CITY OF EL PASO BID TABULATION

BID ITEM: DEDICATED CNG, 35 FT. LOW FLOOR BUS			BID # 2003-180											
BID DATE: SEPTEMBER 10, 2003			DEPARTMENT: SUN METRO											
ITEM NO.		EST. QTY.	DESCRIPTION		AROUND THE CLOCK FREIGHTLINER GROUP, INC. CBA-FORT WORTH FREIGHTLINER-STERLING WESTERN STAR FORT WORTH, TX		NEW FLYER OF AMERICA INC. WINNIPEG, MANITOBA CANADA		UNIT PRICE		TOTAL PRICE	UNIT PRICE	TOTAL PRICE	
1.		18 EACH	DEDICATED CNG, 35 FT. BUSES		\$327,800.00		\$5,900,400.00		\$343,961.00		\$6,191,298.00		\$0.00	
MANUFACTURER		MODEL NUMBER		ORION BUS INDUSTRIES INC. ORION VII		NEW FLYER OF AMERICA, INC. C34LF								
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO PURCHASE AN ADDITIONAL QUANTITY OF ITEMS, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.														
BIDDER OFFERS THE CITY THE OPTION OF PURCHASING UP TO ONE HUNDRED PERCENT (100%) OF THE ORIGINAL CONTRACT QUANTITIES, AT THE SAME UNIT PRICE, IF THE OPTION IS EXERCISED WITHIN:														
A. THIRTY [30] DAYS FROM DATE OF AWARD OF THE CONTRACT.														
B. SIXTY [60] DAYS FROM DATE OF AWARD OF THE CONTRACT.														
C. NINETY [90] DAYS FROM DATE OF AWARD OF THE CONTRACT.														
D. NO OPTION OFFERED.														
PAYMENT TERMS:														
BIDDER'S PROMISED DELIVERY:														
IF BIDDER DOES NOT SPECIFY AN EARLIER DELIVERY, THE CITY'S REQUIRED SHALL PREVAIL. A DELIVERY DATE LATER THAN THE CITY'S REQUIRED DELIVERY MAY BE CAUSE FOR THE REJECTION OF THE BID.														
BID BOND REQUIRED:														
BIDS SOLICITED: 27														
CASHIER'S CHECK														
BID BOND														
BIDS RECEIVED: 2														
LOCAL BIDS: 2														
NO BIDS: 4														

APPROVED BY: 
DATE: 9/16/03

ABC COMPANIES
ATTN: RON CORNELL
1506 30TH STREET NW
FARIBAULT, MN 55021

CHAMPION BUS, INC.
ATTN: KATHY GAFFNEY
331 GRAHAM ROAD
P.O. BOX 158
IMLAY CITY, MI 48444

DUPON TROLLEY INDUSTRIES
ATTN: JEAN DUPONT
240 3RD STREET
QUEBEC CITY, QC G1L 2S8
CANADA

GLAVAL BUS
ATTN: PHIL HAYES
914 COUNTY ROAD 1
ELKHART, IN 46514

NABI
ATTN: RON INGRAHAM
20350 VENTURA BLVD. STE. 205
WOODLAND HILLS, CA 91364

NOVA BUS
ATTN: HELENE LAMOUCHE
1000 INDUSTRIEL BOULEVARD
ST. EUSTACHE, QC J7R 5A5
CANADA

SETRA OF NORTH AMERICA, INC.
ATTN: ROBERT JONES
6012-B HIGH POINT ROAD
GREENSBORO, NC 27404

BUS STUF INC.
ATTN: ED KRUEGER
847 PORTAL AVE.
OAKLAND, CA 94610

ATTN: MIKE AMMANN
EL DORADO NATIONAL CO.
9126 TANGWOOD DRIVE
URBAN DALE, IA 50322

ADVANCED VEHICLE SYSTEMS, INC.
ATTN: ROBERT EDWARDS
7801 LEE HIGHWAY
CHATTANOOGA, TN 37421

COMPLETE COACH WORKS
ATTN: MACY NESHATI
1863 SERVICE COURT
RIVERSIDE, CA 92507-2341

ELDORADO NATIONAL CO.
ATTN: GENTRY SHAW
13900 SYCAMORE WAY
CHINO, CA 91710

IRISBUS NORTH AMERICA
ATTN: JOHN MARINO
299 MARKET STREET, STE. 210
SADDLE BROOK, NJ 07663

NEOPLAN USA CORPORATION
ATTN: TYCE LIGHT
700 AUWAERTER DRIVE
LAMAR, CO 81052-2298

OPTIMA BUS CORP.
ATTN: JOSEPH GIBSON
P.O. BOX 19140
WICHITA, KS 67204-9140

CIMA TECHNOLOGIES
ATTN: RUDY MENDOZA
4717 OSBORNE DR. STE. 300
EL PASO, TX 79922

ATTN: JOHN WALSH
NATIONAL BUS SALES AND
LEASING, INC.
P. O. BOX 6549
MARIETTA, GA 30065

EPAC INC.
ATTN: SAL SANTANA
6505 ANGORA LOOP SO.
EL PASO, TX 79934

BLUE BIRD CORPORATION
ATTN: BUDDY COX
402 BLUE BIRD BLVD.
P.O. BOX 937
FORT VALLEY, GA 31030
DCCBNC
ATTN: JEFF SHANK
6012 HIGH POINT ROAD
GREENSBORO, NC 27407

GILLIG CORPORATION
ATTN: JOE POLICARPIO
BOX 3008
HAYWARD, CA 94540-3008

MOTOR COACH INDUSTRIES
ATTN: JOHN ANDREWS
1700 E. GOLF ROAD, STE. 300
SCHAUMBURG, IL 60173

NEW FLYER
ATTN: PAUL SMITH
711 KERNAGHAN AVENUE
WINNIPEG, MB R2C 3T4
CANADA

ORION BUS INDUSTRIES
ATTN: OLGA KUPYCH
350 HAZELHURST ROAD
MISSISSAUGA, ON L5J 4T8
CANADA

LASSETER BUS CO.
820 OFFICE PARK CIRCLE
LEWISVILLE, TX 75057

ATTN: DOUG STUDER
ALTRO TRANSFLOR
P.O. BOX 4065
MARYVILLE, TN 37802

ATTN: GREG JOHNSON
BLUE BIRD CORPORATION
605 SHADOWCREST LN.
COPPELL, TX 75019

BID INFORMATION SERVICE (ALL BIDS ARE ADVERTISED)

**BID NET PROCESSING CENTER
P.O. BOX 5600
ALBANY, NEW YORK 12205**

**GREATER EL PASO CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TEXAS 79901**

**EL PASO HISPANIC CHAMBER OF COMMERCE
2829 MONTANA AVE, B-100
EL PASO, TEXAS 79903**

**EL PASO TIMES NEWSPAPER
CLASSIFIED/LEGAL SECTION
PO BOX 20
EL PASO, TEXAS 79999**

**CONTRACT OPPORTUNITY CENTER
4791 N. MESA
EL PASO, TEXAS 79902**

**SAM'S CLUB
7970 NORTH MESA
EL PASO, TEXAS 79932**

**SUBCONTRACTORS ASSOCIATION
PO BOX 3612
EL PASO, TEXAS 79923**

**COMMERCE BUSINESS WEEKLY
2626 NORTHEAST #103
EL PASO, TEXAS 79902**

**BLACK CHAMBER OF COMMERCE
ONE CIVIC CENTER PLAZA
EL PASO, TEXAS 79901**

EL PASO MASS TRANSIT DEPARTMENT

TRANSIT BOARD ACTION



DATE SPECIAL MEETING 11/04/03	REFERENCE NO. 03-82	SUBJECT: Contract No. 2003-180	ITEM NO: 2
-------------------------------------	------------------------	-----------------------------------	---------------

BACKGROUND:

On the agenda today is a request for approval for the Director of Purchasing to exercise the City's option under Contract No. 2003-180 between the City of El Paso and New Flyer of America, Inc. to purchase seven [7] additional Buses, at the same terms and conditions.

Department: Mass Transit Department
Funds available: 60600001-508055
Funding source: Mass Transit Federal Grant and City Match (17%)
Total amount: \$2,407,727.00 [total amount]
District(s): All
Action: 03-82

RECOMMENDATION:

It is therefore recommended that the Chairman of the Mass Transit Board approve the request for approval for the Director of Purchasing to exercise the City's option under Contract No. 2003-180 between the City of El Paso and New Flyer of America, Inc. to purchase seven [7] additional Buses, at the same terms and conditions.

DISPOSITION BY TRANSIT BOARD: APPROVED	SECRETARY
OTHER (DESCRIBE)	
SUBMITTED BY:	DATE:

DATE: October 22, 2003

TO: Mass Transit Board Secretary

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313

THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Please place the following item on the **MASS TRANSIT BOARD MEETING** agenda for the Meeting of November 04, 2003

Item should read as follows:

Request approval for the Director of Purchasing to exercise the City's option under Contract No. 2003-180 between the City of El Paso and New Flyer of America, Inc. to purchase seven [7] additional Buses, at the same terms and conditions.

Department:	<u>Mass Transit Department</u>
Funds available:	<u>60600001-508055</u>
Funding source:	<u>Mass Transit Federal Grant and City Match (17%)</u>
Total amount:	<u>\$2,407,727.00 [total amount]</u>
District(s):	<u>All</u>

Contact person: Frank Velo, Procurement Analyst, (915) 541-4320.

AGENDA FOR: _____

*

PURCHASING DEPARTMENT

TO: Mass Transit Board Secretary

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing *BEJ*

THRU: Frank Velo. *FV*
Procurement Analyst

DATE: October 22, 2003

Please place the following item on the MASS TRANSIT BOARD AGENDA for the Mass Transit Board Meeting of Tuesday, November 04, 2003

Item should read as follows: Request approval for the Director of Purchasing to exercise the City's option under Contract No. 2003-180 between the City of El Paso and New Flyer of America, Inc. to purchase seven [7] additional Buses, at the same terms and conditions.

Department: Mass Transit Department
Funds available: 60600001-508055
Funding source: Mass Transit Federal Grant and City match [17%]
Total amount: \$2,407,727.00 [total amount]
District(s): All

Board Secretary USE: ITEM NO. _____



DATE: 10-21-03

TO: Frank V. Velo, Procurement Analyst

FROM: Terry L. Scott, Director
Sun Metro

THROUGH: Stuart Ed, Asst. Director
Sun Metro
Raul Perez Jr., Maintenance Manager
Sun Metro

SUBJECT: Solicitation 2003-180, Alternative Fuel, Low Floor, 35 ft. buses, Sun Metro

Sun Metro opened Bid 2003-180 on September 10, 2003. As New Flyer is the most responsive bidder (built within 240 days as specified in the bid), Sun Metro is recommending the award of 18 buses to New Flyer and to exercise the option to purchase 7 additional buses. The purchase of a total of 25 new buses at \$343,961 each equals a bid award totaling \$8,599,025.

Criteria used to select vendor was; met buy America requirements as specified in Federal Transit Administration CFR 49, which states that 60% of all rolling stock will be made of domestic components, is a dedicated Compressed Natural Gas powered engine and meet all Americans with Disabilities Act requirements.

Funds to pay for buses will come from:

TX 03-0172 G600415 Fund 11633 in the amount of \$2,140,416.58.

TX 03-0208 G600445 Fund 11647 in the amount of \$1,177,345.00.

TX 03-0220 G600448 Fund 11650 in the amount of \$1,182,044.00.

TX 03-0227 G600449 Fund 11651 in the amount of \$1,193,151.00.

TX 03-0183 G600344 Fund 11608 in the amount of \$198,387.93

TX 90-X324 G600338 Fund 11602 in the amount of \$39,354.49

FY 2002-2003 Section 5309 Funding in the amount of \$2,668,326.00 (Pre-award authority, grant pending approval)

Req. 2004002995

Fund: 60600011

Account: 508006 & 508055

In the amount of \$5,607,453.42

Req. 2004003259

Fund: 60600001 40345

Account 508055

In the amount of \$2,668,326.00.

Req. 2004003609

Fund: 60600001

Account 508055

In the amount of \$323,245.58.

Total amount of Requisitions is \$8,599,025.

If you have any question call me at 534-5870.



U.S. Department
of Transportation
Federal Transit
Administration

REGION VI
Arkansas, Louisiana,
New Mexico, Oklahoma,
Texas

819 Taylor St. Suite 8A36
Fort Worth, TX 76102
817-878-0550
817-878-0575 (fax)

October 22, 2003

Mr. Terry Lee Scott
Director
Sun Metro
700 A San Francisco
El Paso, TX 79901-1060

Re: Pre-Award Authority under Federal Transit
Administration (FTA) Regulations

Dear Mr. Scott:

In response to Stuart Ed's request for clarification of Pre-Award Authority under FTA regulations the following is provided:

The March 12, 2003 Federal Register contains the FTA Fiscal Year 2003 Apportionments, Allocations and Program Information; Notice. The 2003 DOT appropriations bill was signed into law on February 20, 2003. Section XVI. Automatic Pre-Award Authority to Incur Project Costs "FTA provides blanket or automatic pre-award authority to cover certain program areas described below....Pre-award authority also applies to Capital Investment Bus and Bus-Related projects, the date that costs may be incurred is the date that the appropriation bill in which they are contained is enacted." (February 20, 2003) The following projects are listed under ...Bus and Bus-Related Allocations:

2003	El Paso bus projects	\$1,475,518
2002	El Paso buses	\$ 495,015
2002	Sun Metro buses and bus facilities	<u>\$ 495,015</u>
Total		\$2,465,548

Please note that pre-award authority is not a legal or moral commitment that the project(s) will be approved for FTA assistance or that FTA will obligate Federal funds. Furthermore, it is not a legal or moral commitment that all items undertaken by the applicant will be eligible for inclusion in the project(s). Also, FTA statutory, procedural and contractual requirements must be met. Additional guidance is contained in the Federal Register.

2

I hope this clarifies the applicability of pre-award authority. If you have any questions please call me or John Sweek at 817-978-0550.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert C. Patrick", written over a large, stylized initial "R".

Robert C. Patrick
Regional Administrator